BFT Inventory User Guide

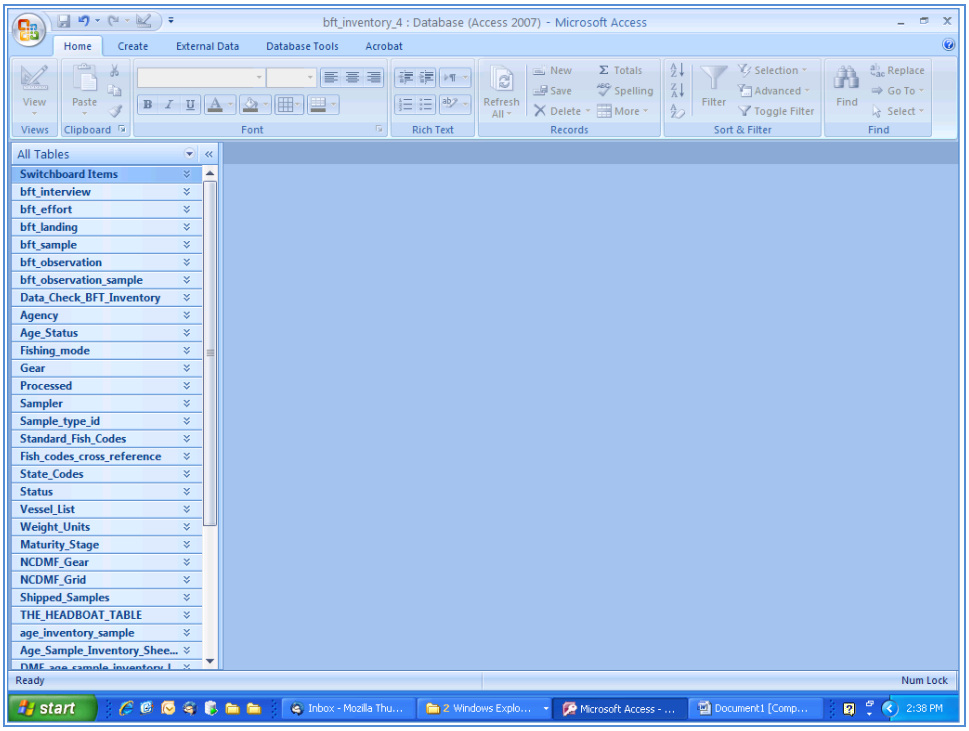


Figure 1. Opening screen of BFT Inventory

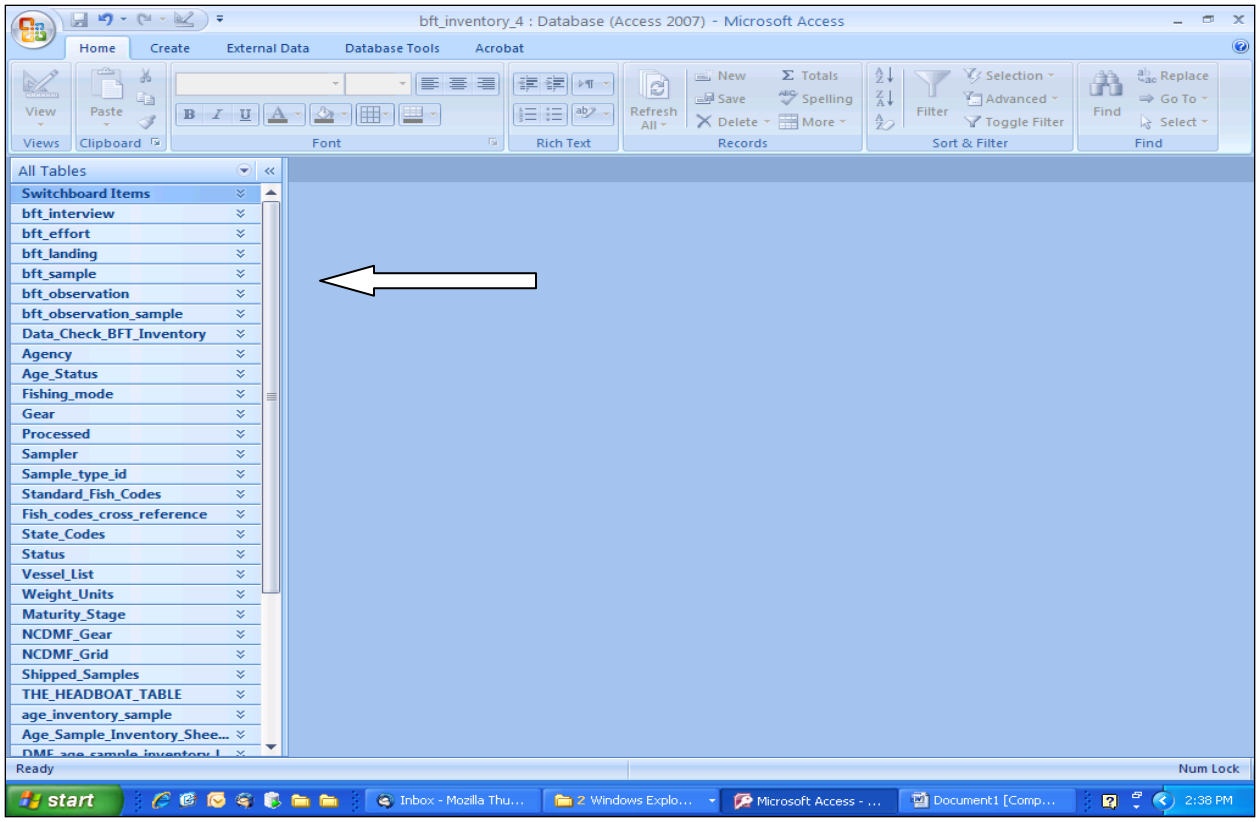


Figure 2. Navigation Pane

The Navigation Pane lists the tables in the BFT Inventory (Figure 2). The database consists of six main tables:

bft_inventory
bft_effort
bft_landing
bft_sample
bft_observation
bft_observation

and several support tables that contain codes and descriptions that correspond with TIPOnline codes. The Headboat Table is a linked table from a separate Access database and contains all the headboat data for easy look up reference, however ageing samples, otoliths and spines, *should* be in the BFT Inventory. Other tables may include data compiled in Excel spreadsheets that have been brought into Access to load into the BFT_Inventory.

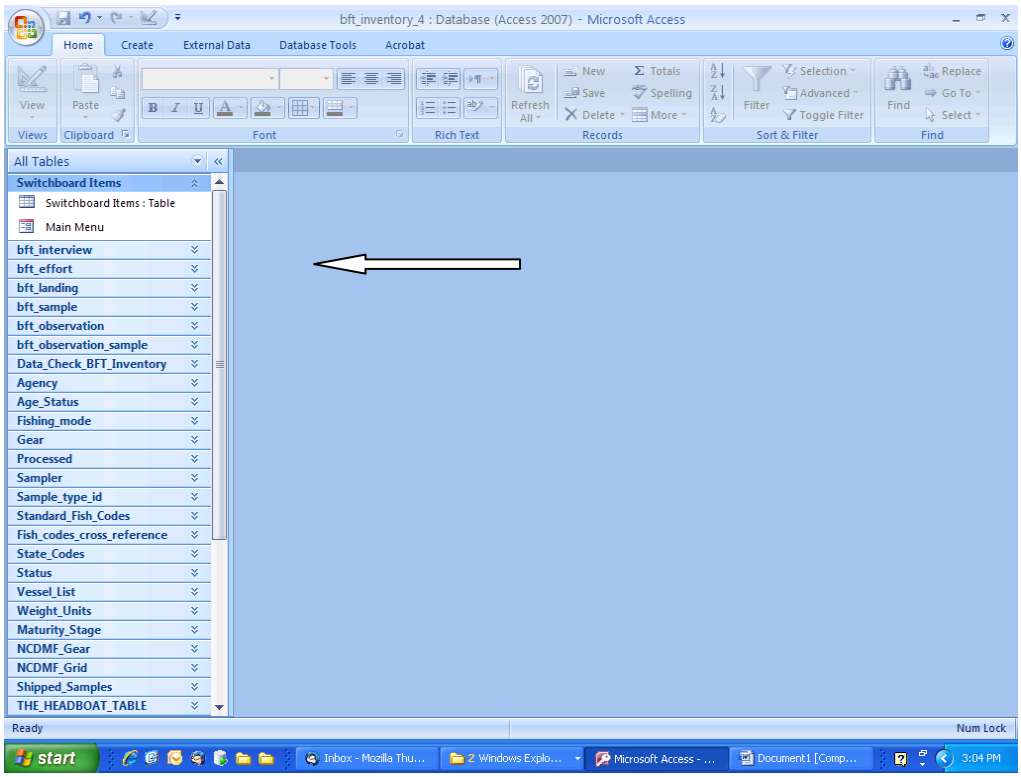


Figure 3. Switchboard Items.

To start, click on the down arrows (or chevrons) next to "Switchboard Items" and click on Main Menu.

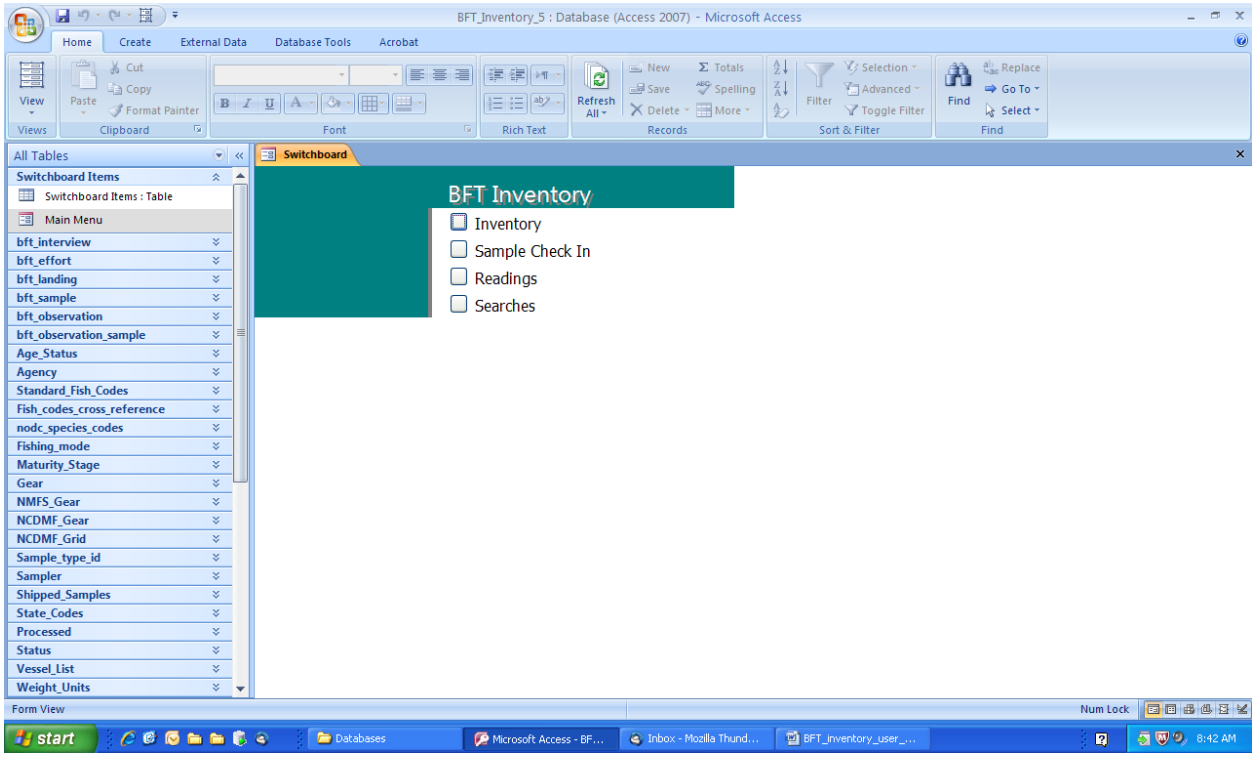
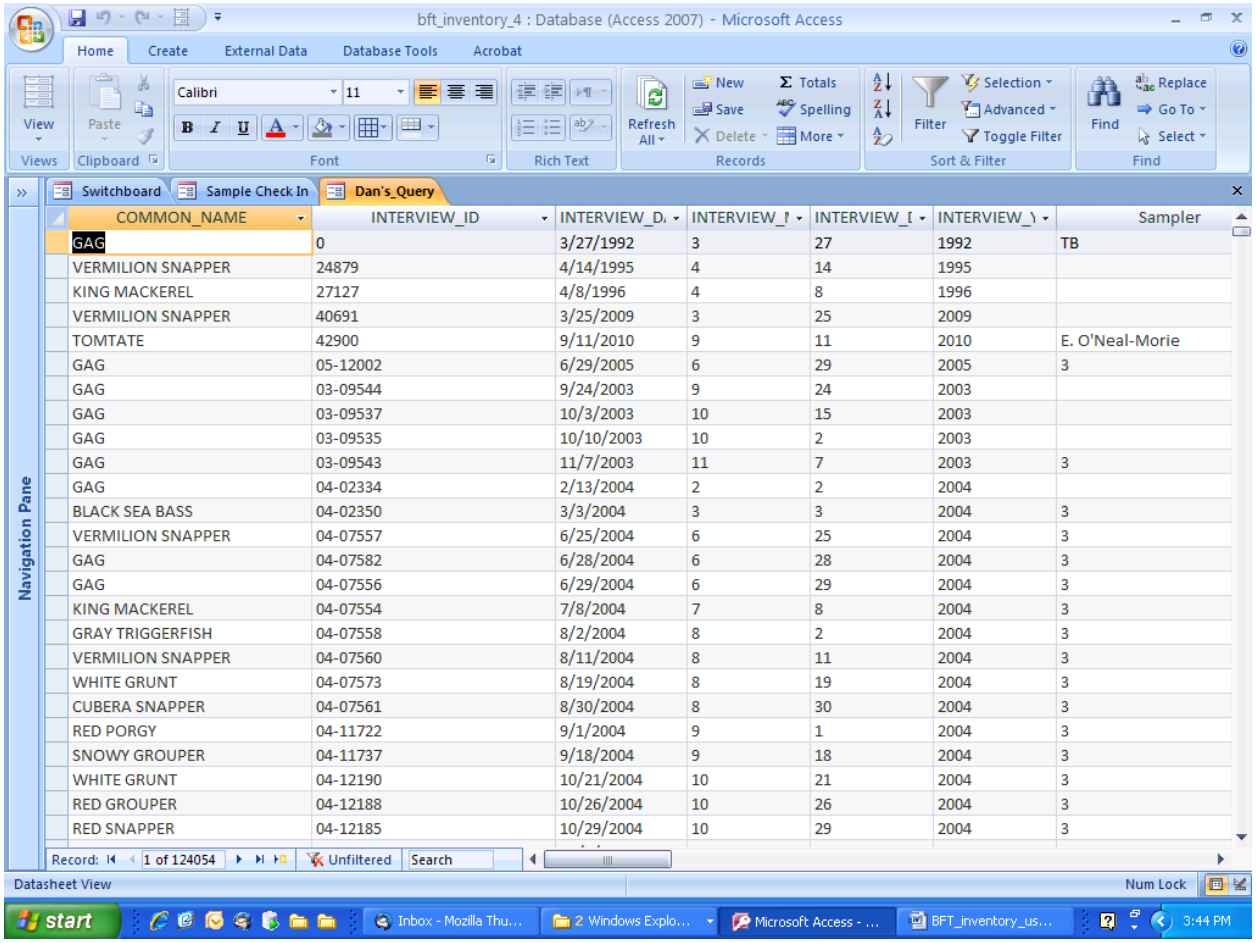


Figure 4. Main Menu

The Main Menu has four choices. Inventory, Readings, and Searches are links to additional menus. Sample Check In allows users to either enter new samples manually or after loading electronic data, compare, verify or correct sample data.

Inventory goes to another menu, which has Dan's Inventory, a list of every sample in the database, and Sample Inventory, listing each species with the number of samples in the inventory.



COMMON_NAME	INTERVIEW_ID	INTERVIEW_D	INTERVIEW_	INTERVIEW_	INTERVIEW_	Sampler
GAG	0	3/27/1992	3	27	1992	TB
VERMILION SNAPPER	24879	4/14/1995	4	14	1995	
KING MACKEREL	27127	4/8/1996	4	8	1996	
VERMILION SNAPPER	40691	3/25/2009	3	25	2009	
TOMTATE	42900	9/11/2010	9	11	2010	E. O'Neal-Morie
GAG	05-12002	6/29/2005	6	29	2005	3
GAG	03-09544	9/24/2003	9	24	2003	
GAG	03-09537	10/3/2003	10	15	2003	
GAG	03-09535	10/10/2003	10	2	2003	
GAG	03-09543	11/7/2003	11	7	2003	3
GAG	04-02334	2/13/2004	2	2	2004	
BLACK SEA BASS	04-02350	3/3/2004	3	3	2004	3
VERMILION SNAPPER	04-07557	6/25/2004	6	25	2004	3
GAG	04-07582	6/28/2004	6	28	2004	3
GAG	04-07556	6/29/2004	6	29	2004	3
KING MACKEREL	04-07554	7/8/2004	7	8	2004	3
GRAY TRIGGERFISH	04-07558	8/2/2004	8	2	2004	3
VERMILION SNAPPER	04-07560	8/11/2004	8	11	2004	3
WHITE GRUNT	04-07573	8/19/2004	8	19	2004	3
CUBERA SNAPPER	04-07561	8/30/2004	8	30	2004	3
RED PORGY	04-11722	9/1/2004	9	1	2004	3
SNOWY GROUPER	04-11737	9/18/2004	9	18	2004	3
WHITE GRUNT	04-12190	10/21/2004	10	21	2004	3
RED GROUPER	04-12188	10/26/2004	10	26	2004	3
RED SNAPPER	04-12185	10/29/2004	10	29	2004	3

Figure 5. Dan's Inventory-a list of every sample in the database

If you do not see the same view, right click on the tab (Dan's Query) and choose datasheet view.

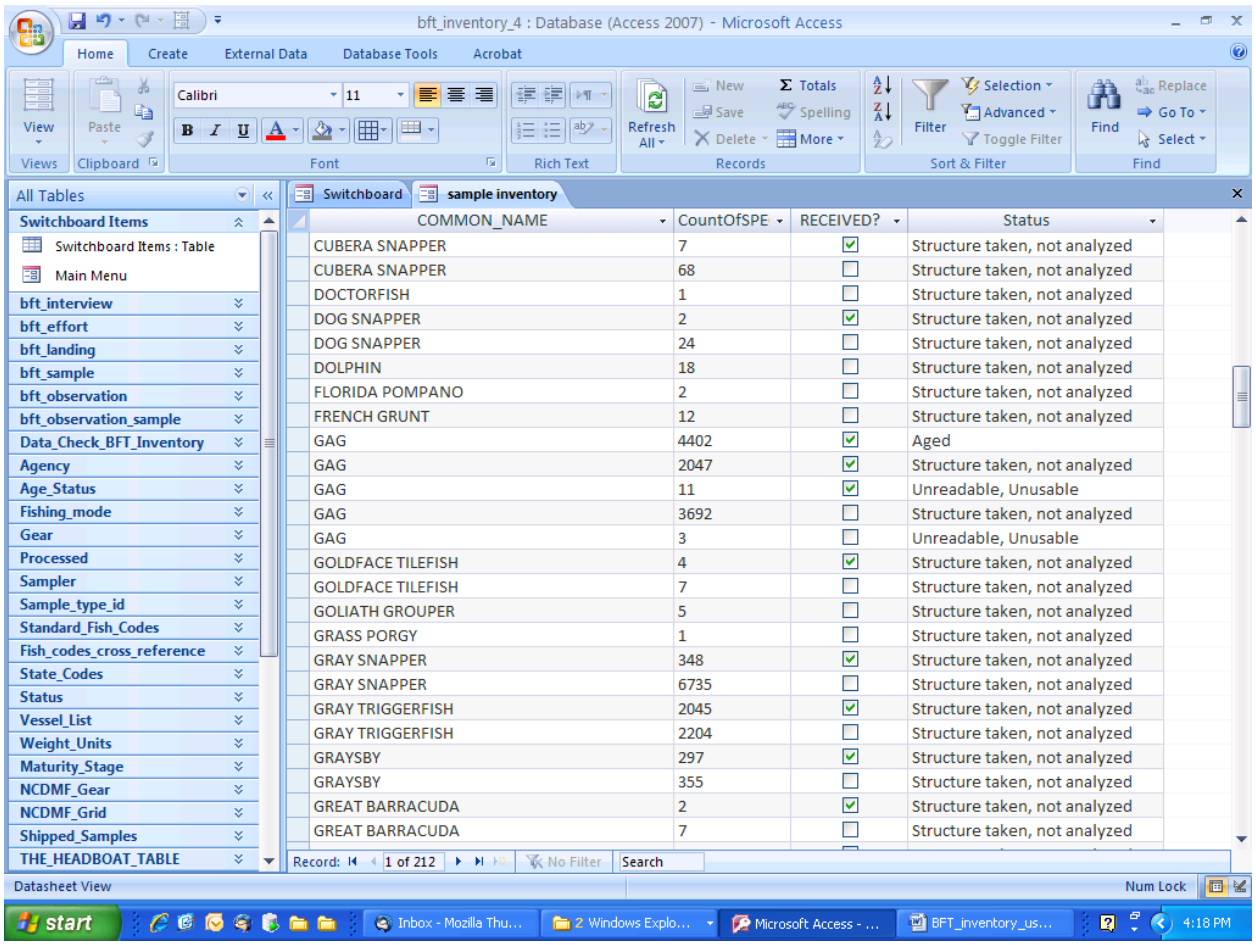


Figure 6. Sample Inventory.

The Sample Inventory displays the standard common name, the number of samples received (verified by check mark), aged, and unreadable/unusable. Structure taken, not analyzed is a TIPOnline designation (code 3), all other codes have been developed at the Beaufort Laboratory. As past ageing data is added, some of the unverified samples will become "verified". Some of the smaller unverified collections could be manually verified.

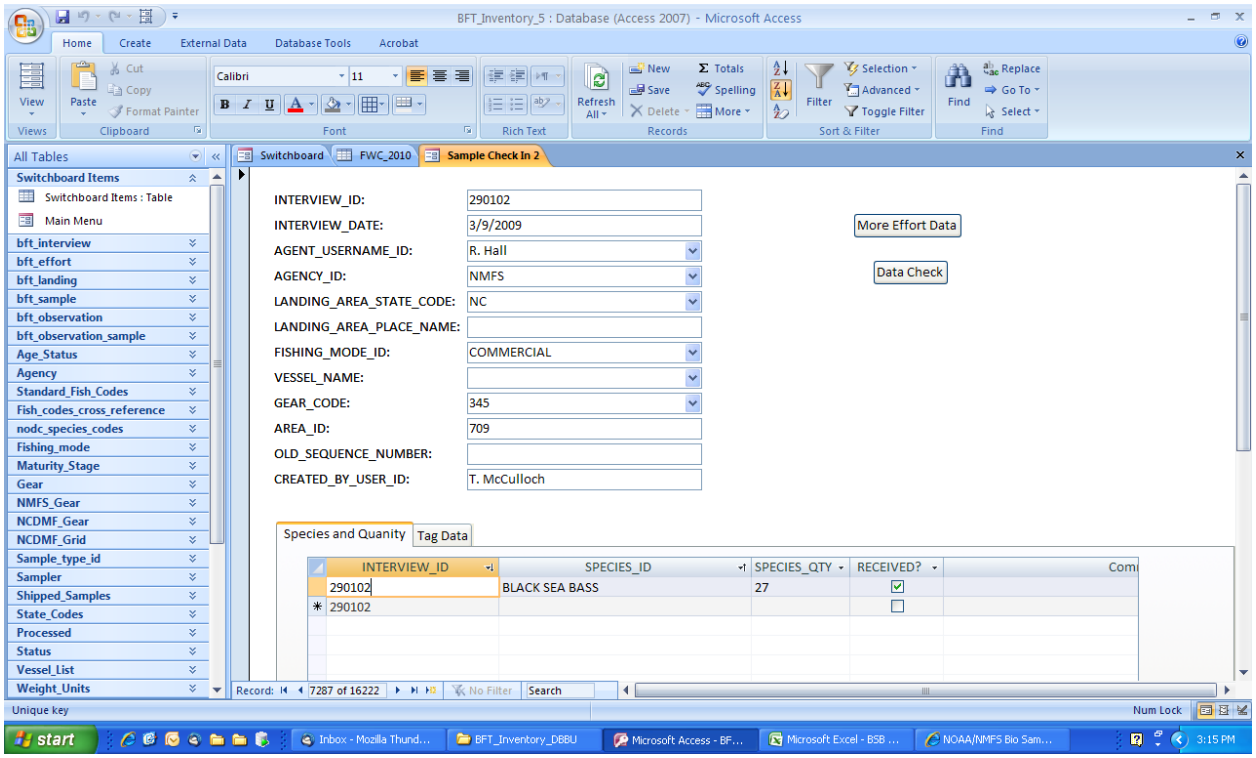


Figure 7. Sample Check in.

The Sample Check In form includes fields from three tables, interview, effort, and landing. Two buttons, "More Effort Data" and "Data Check" open other forms for data entry. Drop down menus help with data entry, typing the first few letters of a name brings that name into the data entry box. The dropdown menu may have a TIP or NMFS code that writes to the database instead of what is listed in the menu, e.g. species_ID writes the ITIS code to the db, not the common name.

The first twelve entries on the form are from the interview and effort tables. This is typically trip level information that is the same for all fish caught on the trip. This information is only recorded once for the interview id, but can be queried for each species and displayed as a line item with each tag.

The Species and Quantity tab (a subform in Access lingo) is from the landing table and lists the species and quantity of samples received from a contributor. Since data can be loaded electronically, a check box received indicates that the envelope has been received at the lab. A comments field allows users to make notes regarding the species at the group level.

Clicking on the Tag Data tab shows the subform with the tag number, weight, length, and sex data recorded for the individual sample. Tag numbers and data can be edited on this tab.

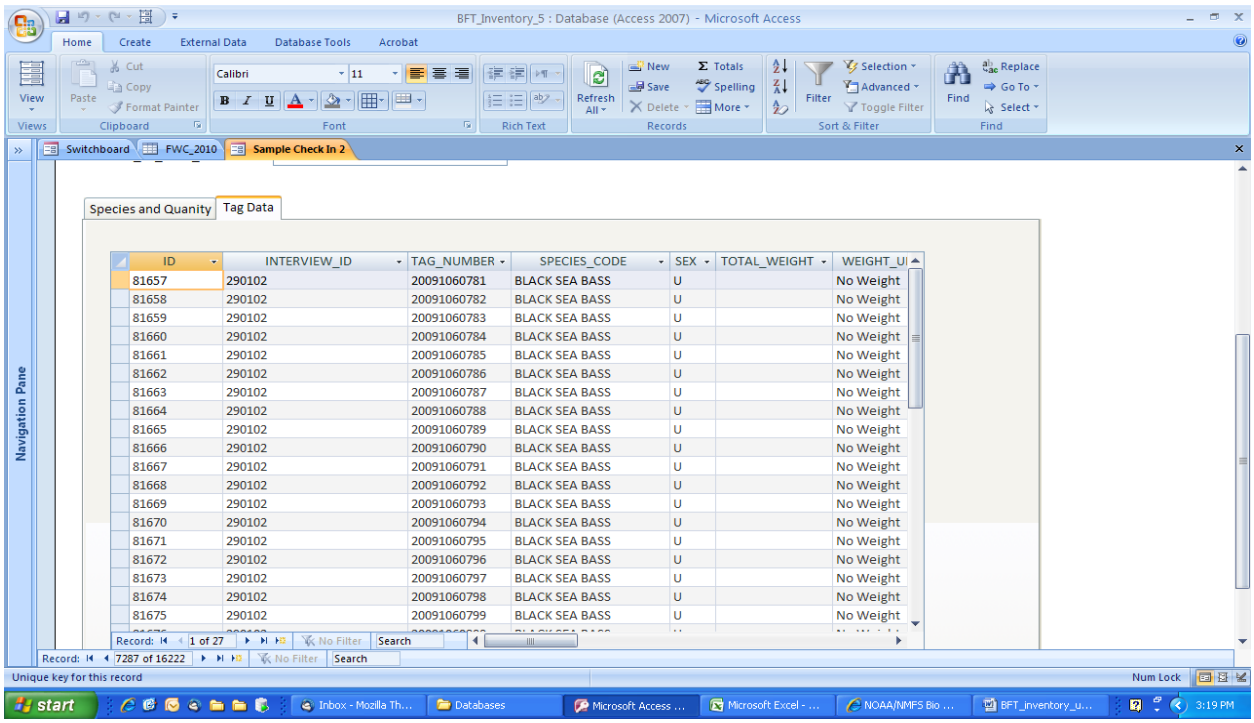


Figure 8. Tag Data tab showing tag number and data collected on individual samples. Tag data can be verified and edited as needed.

Click on Readings and additional choices for ageing samples.

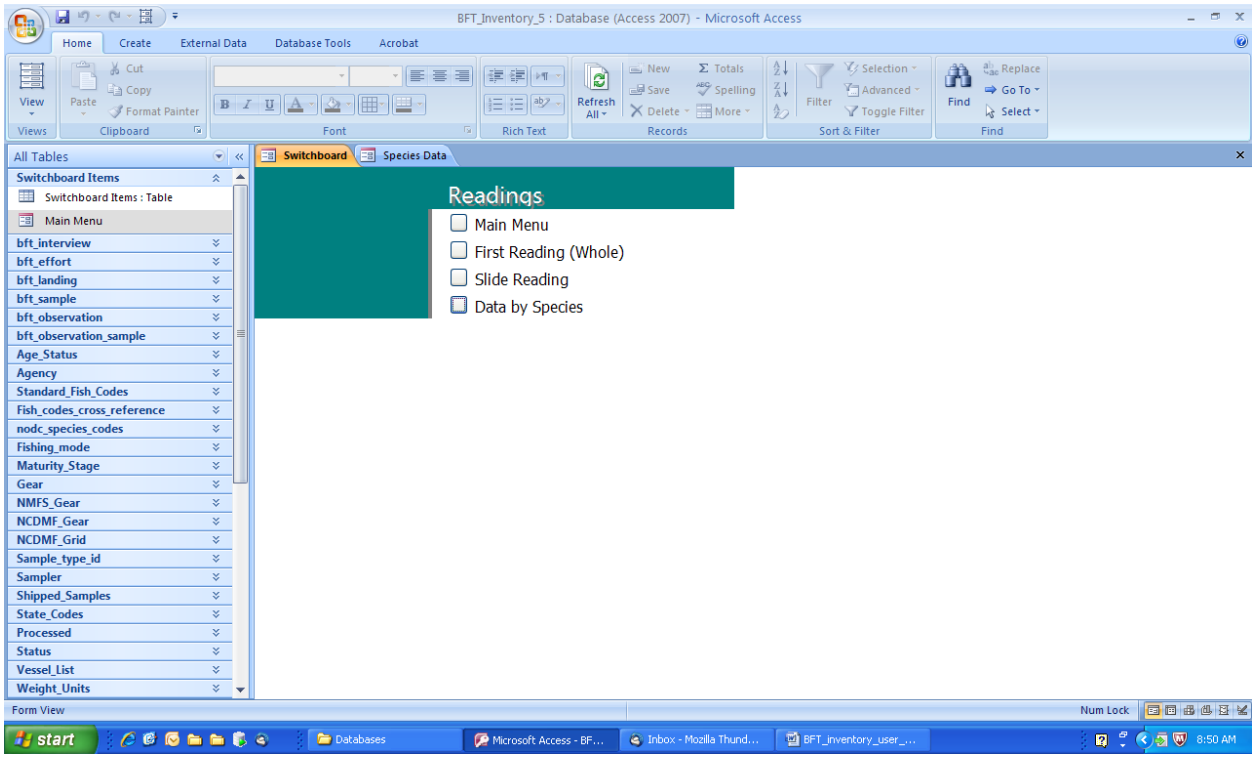


Figure 9. Readings menu.

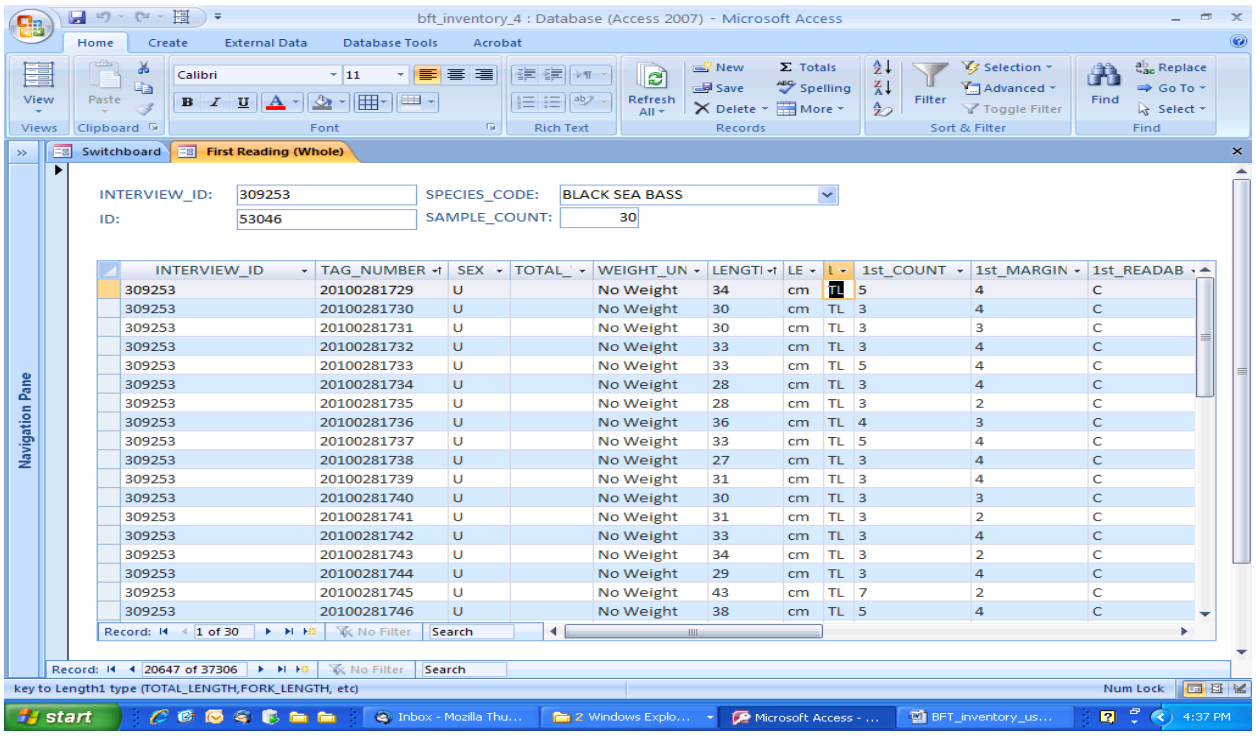


Figure 10. First Reading Whole

The First Reading (whole) was developed for two purposes, verify tag data such as length, weight, and sex, and to record readings for whole otoliths.

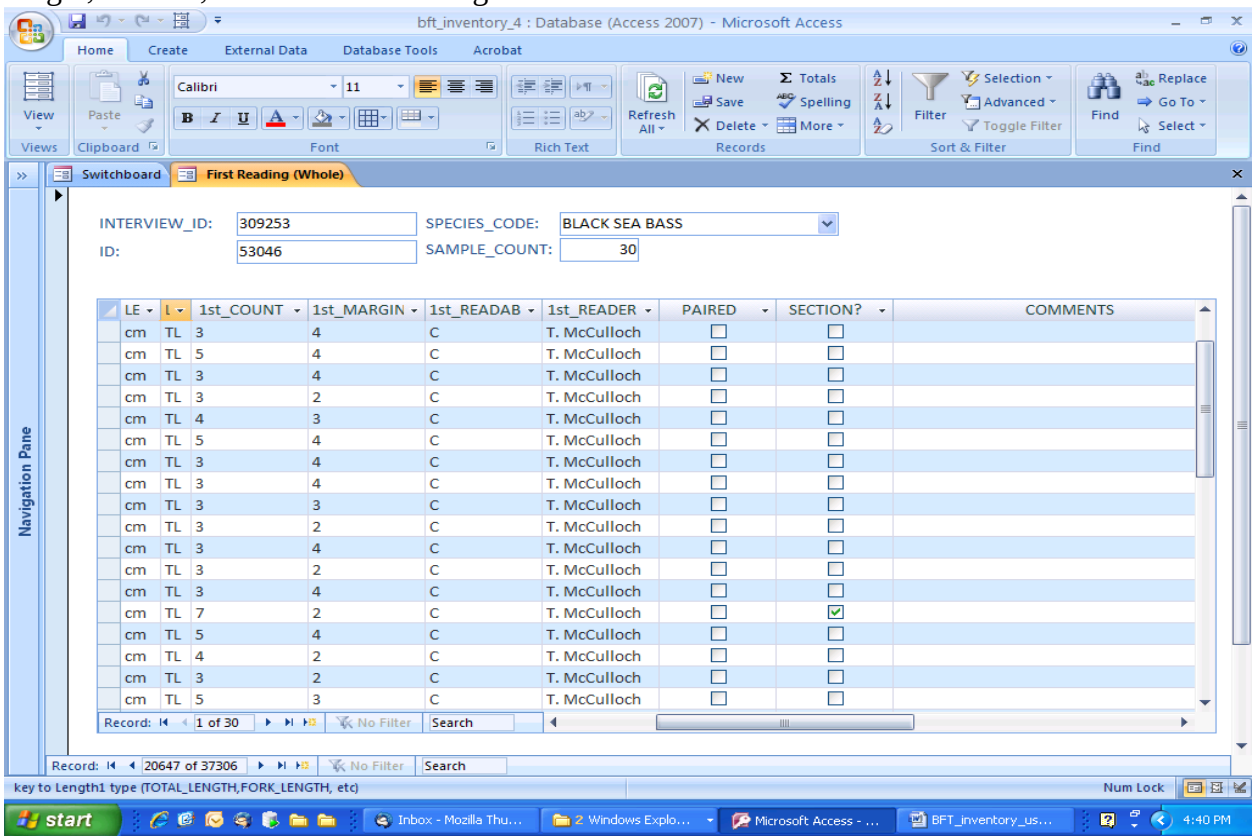
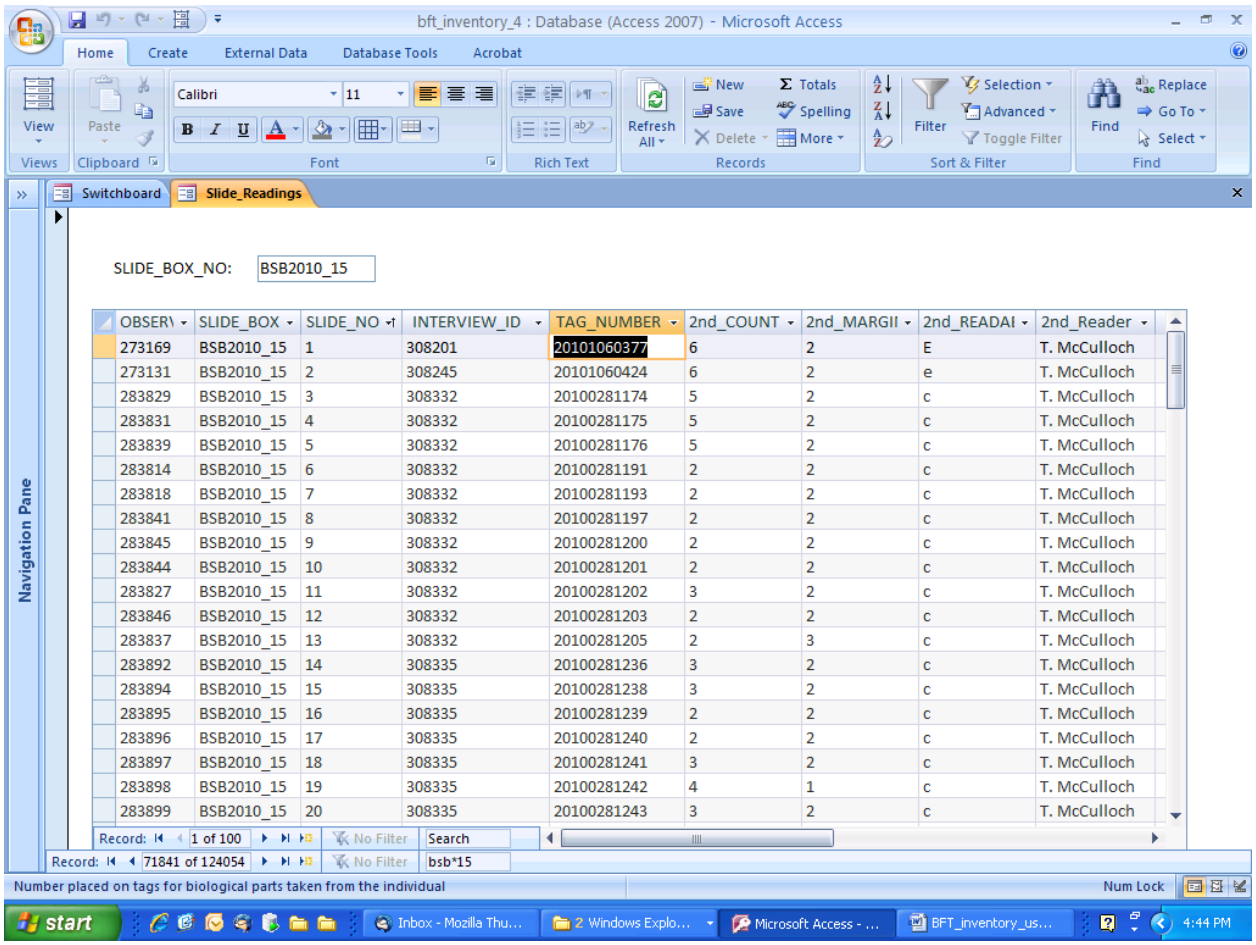


Figure 11. First Reading, cont.

Scrolling right, ageing information can be recorded as well as whether the sample is paired or needs to be sectioned. A list of samples that need to be sectioned can be queried on the Section? field. The list can be exported to Word as a mail merge for creating slide labels.



OBSER\	SLIDE_BOX	SLIDE_NO	INTERVIEW_ID	TAG_NUMBER	2nd_COUNT	2nd_MARGII	2nd_READAI	2nd_Reader
273169	BSB2010_15	1	308201	20101060377	6	2	E	T. McCulloch
273131	BSB2010_15	2	308245	20101060424	6	2	e	T. McCulloch
283829	BSB2010_15	3	308332	20100281174	5	2	c	T. McCulloch
283831	BSB2010_15	4	308332	20100281175	5	2	c	T. McCulloch
283839	BSB2010_15	5	308332	20100281176	5	2	c	T. McCulloch
283814	BSB2010_15	6	308332	20100281191	2	2	c	T. McCulloch
283818	BSB2010_15	7	308332	20100281193	2	2	c	T. McCulloch
283841	BSB2010_15	8	308332	20100281197	2	2	c	T. McCulloch
283845	BSB2010_15	9	308332	20100281200	2	2	c	T. McCulloch
283844	BSB2010_15	10	308332	20100281201	2	2	c	T. McCulloch
283827	BSB2010_15	11	308332	20100281202	3	2	c	T. McCulloch
283846	BSB2010_15	12	308332	20100281203	2	2	c	T. McCulloch
283837	BSB2010_15	13	308332	20100281205	2	3	c	T. McCulloch
283892	BSB2010_15	14	308335	20100281236	3	2	c	T. McCulloch
283894	BSB2010_15	15	308335	20100281238	3	2	c	T. McCulloch
283895	BSB2010_15	16	308335	20100281239	2	2	c	T. McCulloch
283896	BSB2010_15	17	308335	20100281240	2	2	c	T. McCulloch
283897	BSB2010_15	18	308335	20100281241	3	2	c	T. McCulloch
283898	BSB2010_15	19	308335	20100281242	4	1	c	T. McCulloch
283899	BSB2010_15	20	308335	20100281243	3	2	c	T. McCulloch

Figure 12. Slide Readings

The Slide Readings form was developed to pull up samples in a slide box for ageing and age the samples in the slide box. Interview and tag numbers cannot be changed in this form, but count, margin type, readability, and reader can be recorded here.

Species Data allows users to record ageing data by species rather than collection number. All samples for the selected species should show on this form. Click on the HOME tab on the far left, then Find on the far right. Click the mouse in the SPECIES_CODE drop down menu, then use the Find dialog box to type in the species name. To prevent overwriting the species code, this field has been locked.

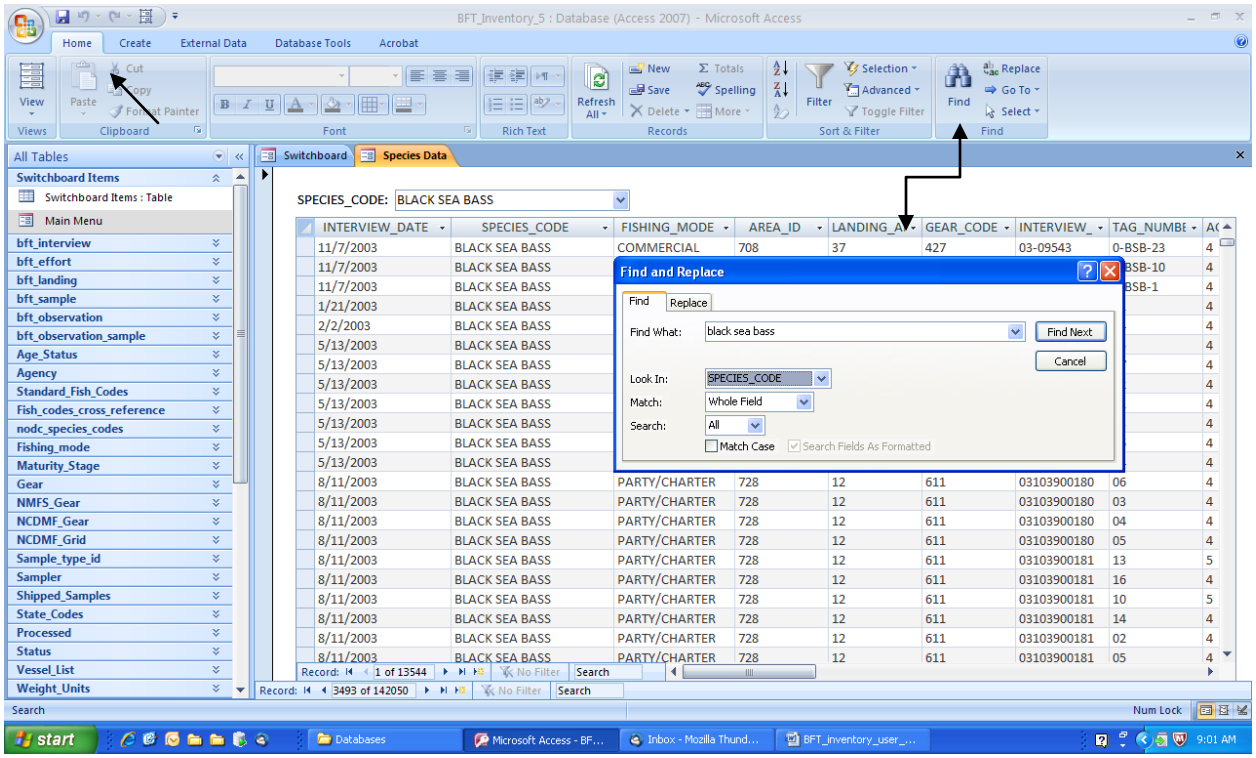


Figure 13. Locate species of interest using the Find dialog box.

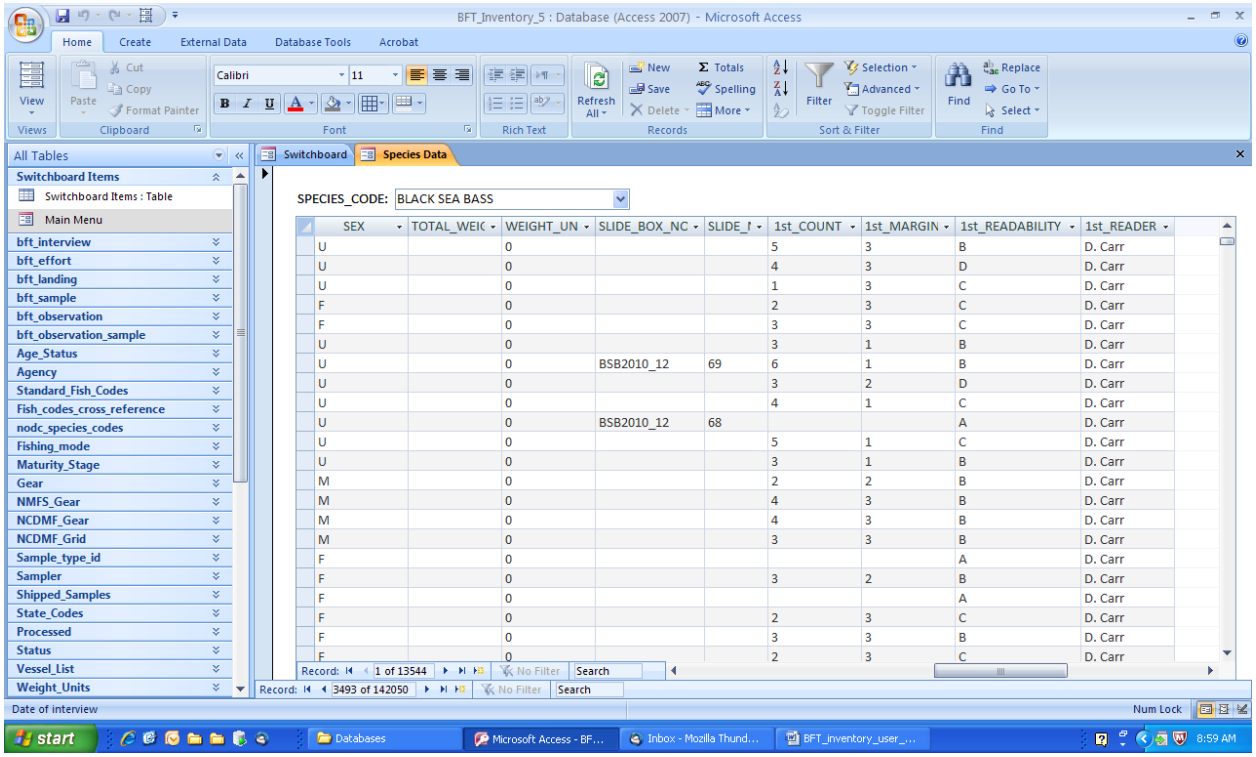


Figure 14. Scroll right to locate fields to enter ageing data. To hide columns, use shift, select columns to be hidden, right click highlighted fields and click hide columns.

Searches menu.

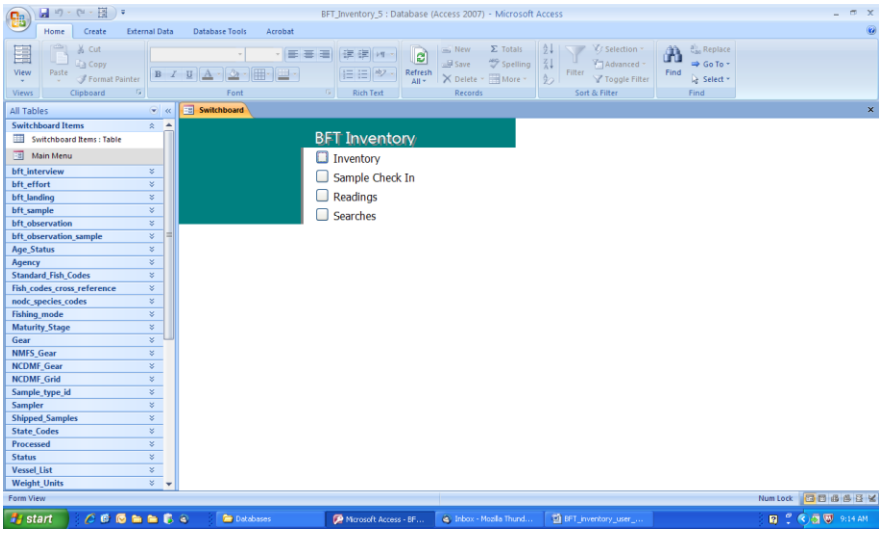


Figure 15. Searches menu.

The searches menu allows users to search BP collections by collection number, date, area, and vessel. The Vessel search was originally developed to search by NCDMF vessel for interview id numbers not identified on samples.

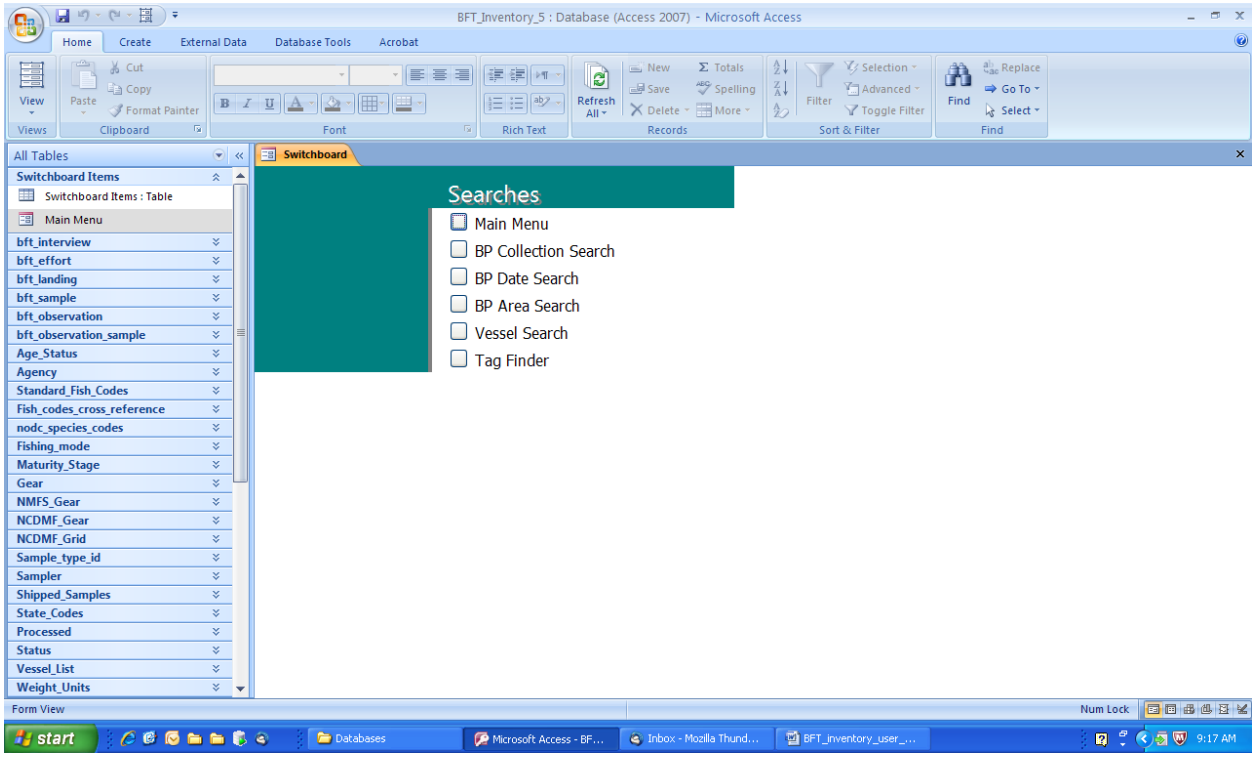


Figure 16. Searches page.

The BP or Headboat Table 72-10 is a standalone table and not connected to the BFT_Inventory database. It is used to verify sample information. All samples from the Atlantic are here in this table and data has not been filtered for otolith or spine collection as this information is not always accurate and there may be a hard part collected but not recorded. Gulf data has been eliminated. Species that are not typically received at Beaufort are in the table, but have not been given a common name and ITIS code and do not show in the searches. This can be amended by adding the HB species code into the Fish_codes_cross_reference table and updating the Headboat 72-10 table.

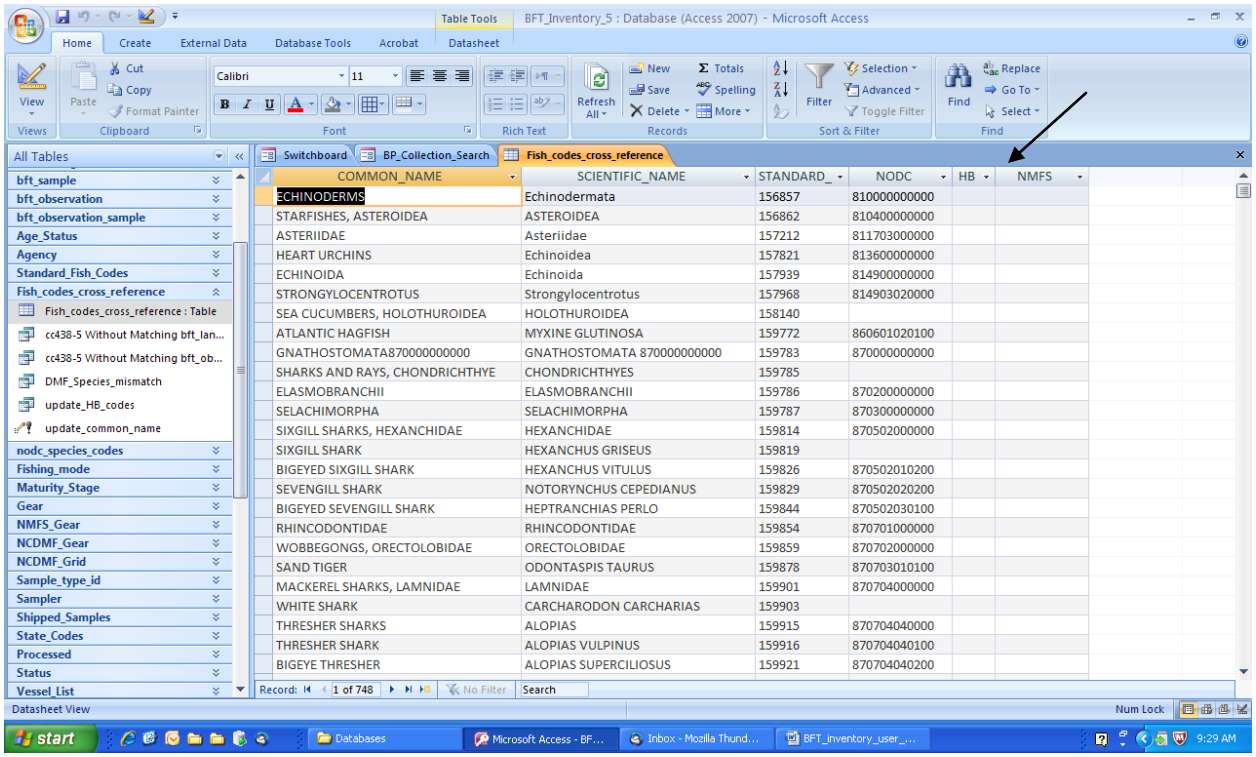


Figure 17. Fish Codes Cross Reference table.

Searching the BP data.

To search by collection number, click the mouse in the Collection, then click on Find. Enter the collection number in the Find dialog box. The Collection box is locked to prevent changing the collection number. Data can then be filtered within the collection number by clicking on the down arrows or chevrons in the field name box. Note:BP searches are slow due to the amount of data in the table.

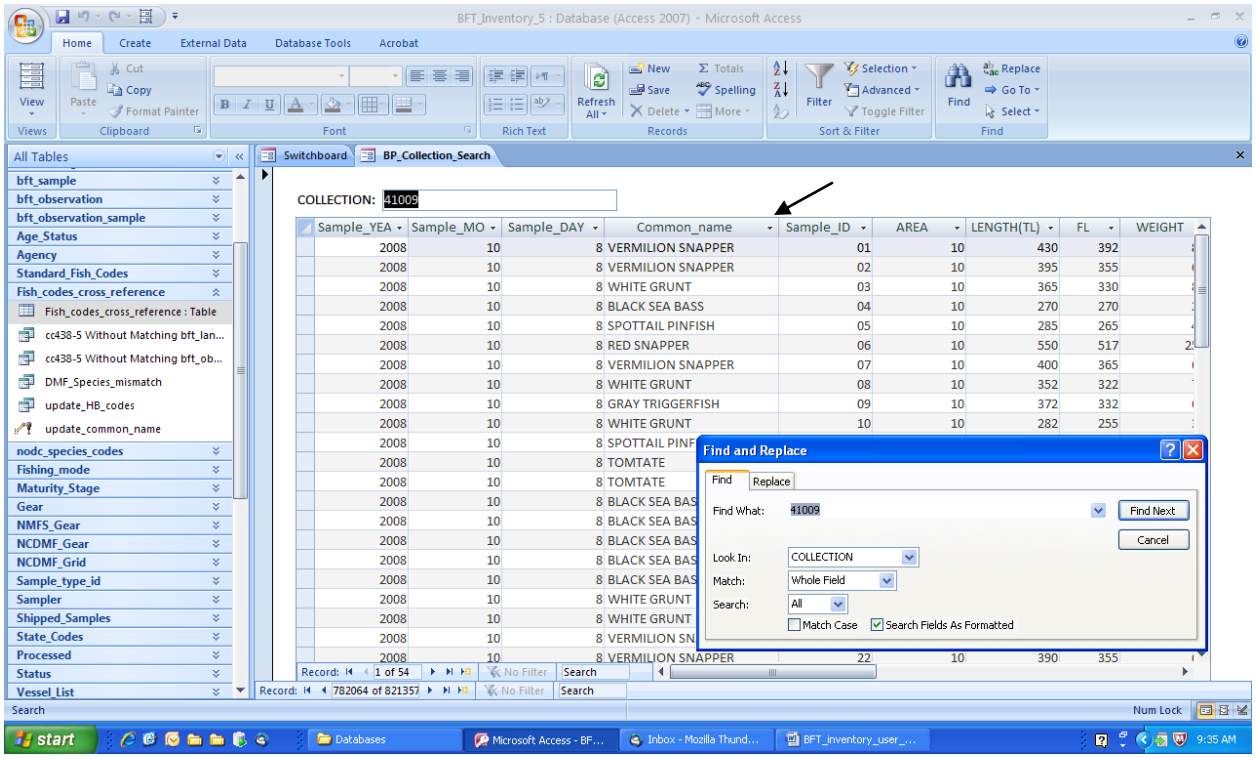


Figure 18. Collection 41009 with all samples from the collection with or without ageing samples.

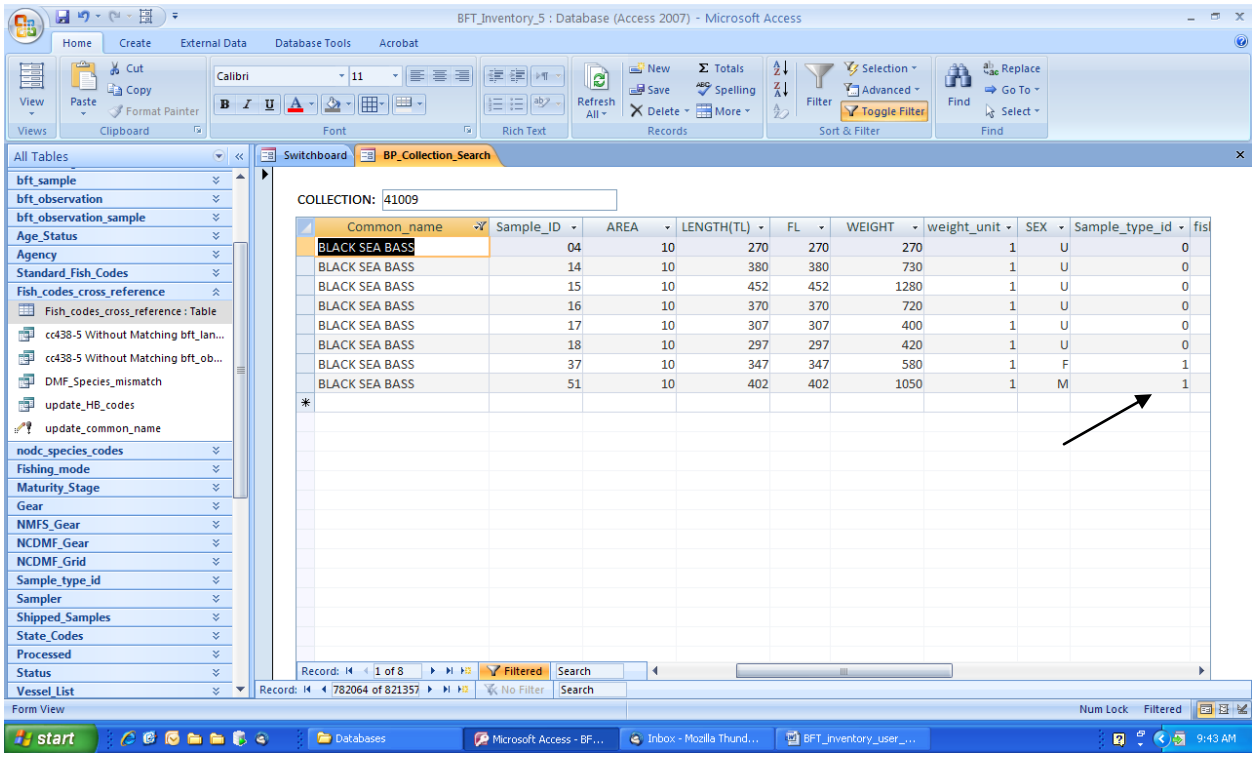


Figure 19. Black sea bass from 41009. Note sample_type_id, using TIP code for otolith(1).

The BP Date Search is set up to allow for the most flexibility in one form. The search box is set up for Sample_YEAR. Once on your year of choice, use the filter options to narrow to Sample_MONTH, species, AREA, length and weight to locate a sample that may be incorrectly labeled (known issue). Attempt to correct errors through Head Boat Operations.

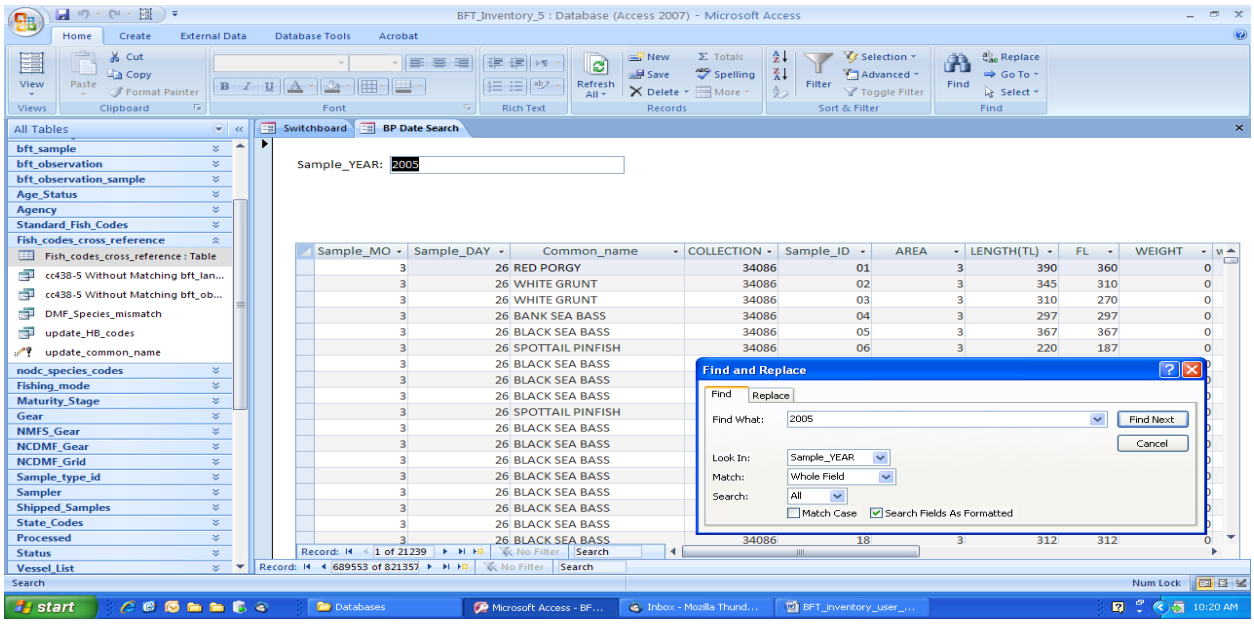


Figure 20. BP Date Search. All samples for 2005.

The BP Area search allows users to search by Area for all samples. Use filter options to narrow results to year, month, day, species, etc.

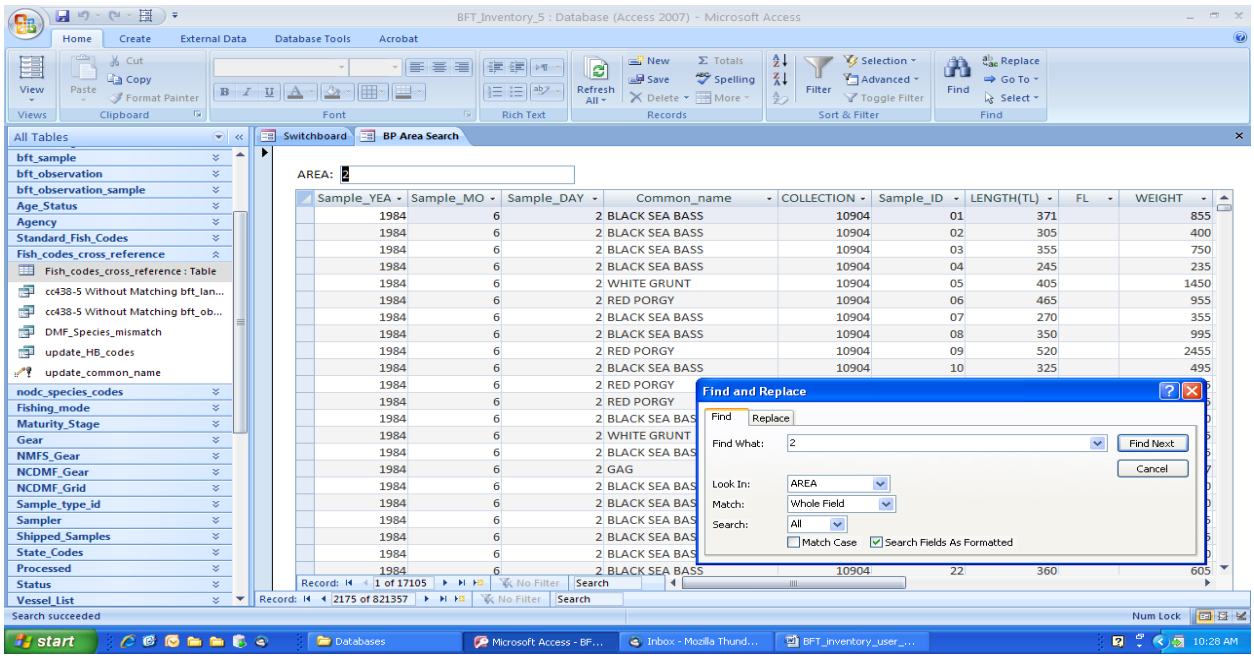


Figure 21. BP Area Search.

The vessel search searches the Vessel_name in the BFT_Inventory Interview table. Only interviews with a vessel name will appear in the results. Headboat and NCDMF samples have the most consistent vessel information available in the BFT_Inventory. The search was developed to locate NCDMF samples that were listed with a vessel but no interview, sequence, or control number. This will assist in locating the interview number by vessel, date, and species.

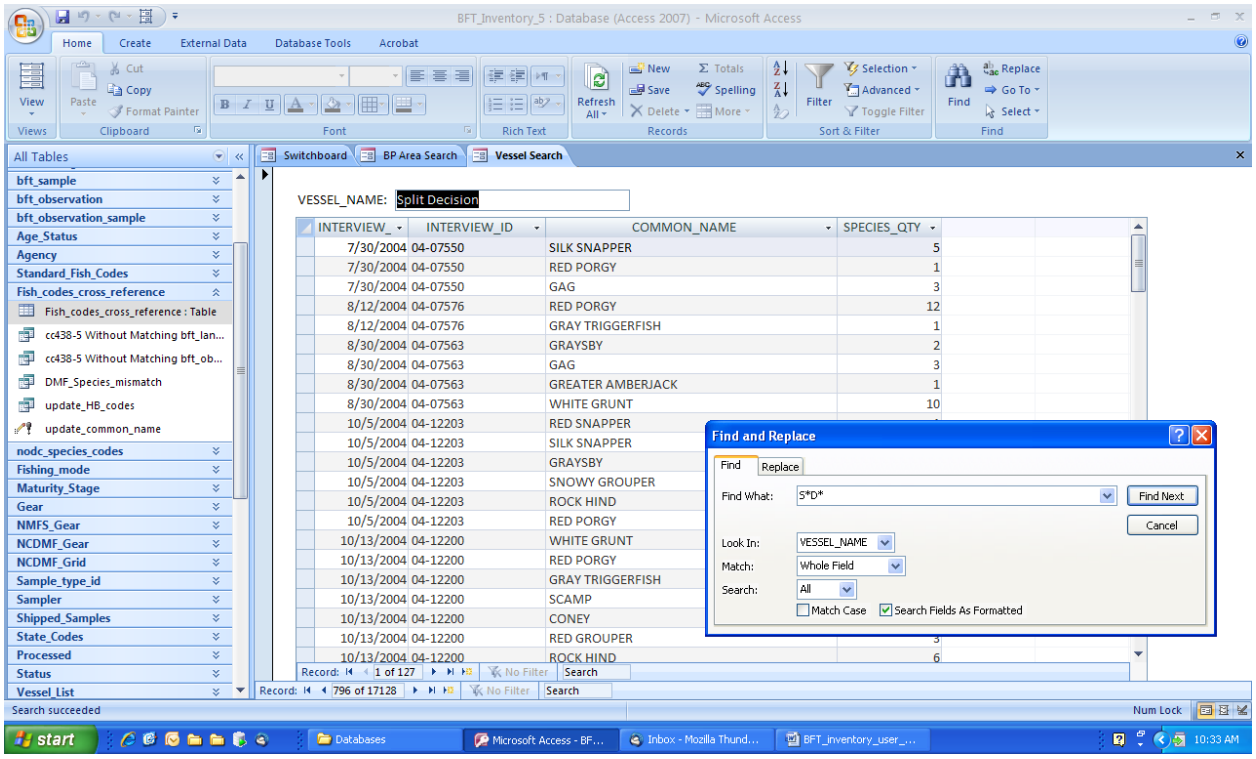


Figure 22. Vessel Search.

The Find dialog will accept wild cards(*) if the available information is reduced to two letters. The above search was S*D* and 127 results from the vessel Split Decision were returned. Each species per interview will receive its own line.

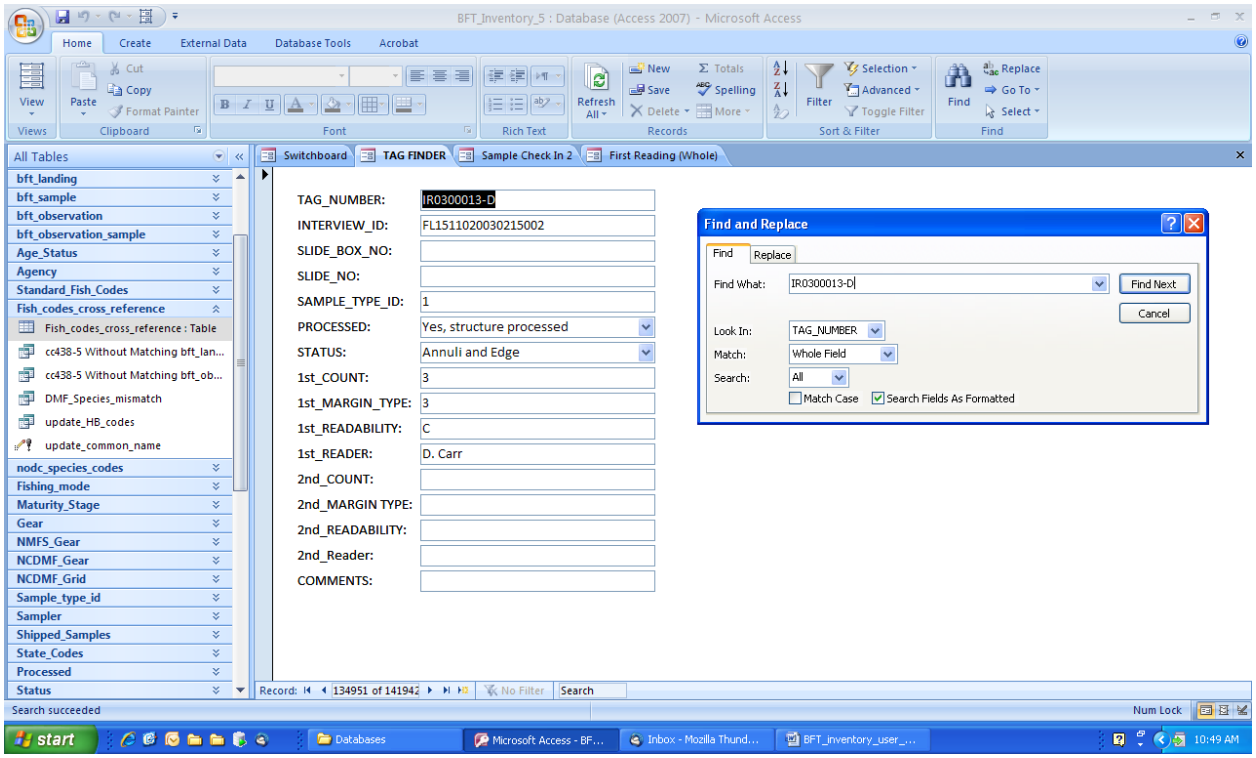


Figure 23. Tag Finder.

Tag Finder was developed to locate samples from the FL Fish and Wildlife Commision (FWC). The Find dialog box will accept wildcards (*) if there is uncertainty of the tags ending letter code.

Additional queries can be developed with the query builder. What types of forms or queries would you like to see?